



DANCE PERMIT APPLICATION

The application form(s) shall be answered fully and completely by the applicant. No application shall be issued unless all information requested by the application or such other information as the Issuing Authority or City Council may require. Applicants must submit the application at least 30 days prior to the date of the dance.

APPLICATION FEE (NON-REFUNDABLE): **\$10.00 PER DANCE / \$150.00 PER YEAR**

APPLICATION DATE: _____

APPLICANT INFORMATION

Applicant Legal Name (first, middle, maiden/last): _____

Applicant Street Address: _____

Applicant Mailing Address (if different from above): _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Alternate Phone Number: _____

Email Address: _____ Role with Organization/Establishment: _____

ORGANIZATION / ESTABLISHMENT INFORMATION

Organization/Establishment Name: _____

Organization/Establishment Street Address: _____

Mailing Address (if different from above): _____

City: _____ State: _____ Zip Code: _____

Business Phone Number: _____ Minnesota Tax ID or SSN: _____

Email Address: _____ Federal Tax ID: _____

Point of Contact/Coordinator: _____

Phone Number: _____ Email Address: _____

THE POINT OF CONTACT (AUTHORIZED REPRESENTATIVE) MUST BE ON-SITE DURING THE ENTIRE EVENT.

EVENT INFORMATION

Provide specific information. Attach additional paper, if necessary.

Event Name: _____

Event Location: _____

Approximate Number of Guests: _____

Event Date(s): _____ Start Time: _____ End Time: _____	<input type="checkbox"/> Indoor Event <input type="checkbox"/> Outdoor Event	<input type="checkbox"/> Live Band <input type="checkbox"/> DJ <input type="checkbox"/> Other: _____
Other licensing/permissions associated with this event: <input type="checkbox"/> Parade & Special Event Permit <input type="checkbox"/> Road Closure(s) <input type="checkbox"/> Traffic Control <input type="checkbox"/> Temporary Liquor License <input type="checkbox"/> Gambling Permit/License <input type="checkbox"/> Security <input type="checkbox"/> Other: _____		Age Restrictions: <input type="checkbox"/> None <input type="checkbox"/> 18+ <input type="checkbox"/> 21+ <input type="checkbox"/> Other: _____

INSURANCE INFORMATION

**COMPLETE THIS SECTION ONLY IF DANCE EVENT WILL BE HELD ON PUBLIC PROPERTY,
 Submit a Certificate of Liability Insurance, naming the City of Winsted as a certificate holder and additional insured.**

Insurance Company: _____ Type of Insurance: _____

RULES & REGULATIONS

1. **PUBLIC DANCE.** Public Dance means any dance wherein the public may participate by payment, directly or indirectly, of an admission fee or price for dancing, which fee may be in the form of a club membership, or payment of money, directly or indirectly.
2. **PUBLIC DANCING PLACE.** Public Dancing Place means any room, place, or space open to public patronage in which dancing, wherein the public may participate, is carried on and to which admission may be had by the public by payment, directly or indirectly, of an admission fee or price for dancing.
3. **LICENSE REQUIRED.** It is unlawful for any person or entity to operate a public dancing place, or hold a public dance, without first obtaining a license from the City of Winsted.
4. **NOTICE TO WINSTED LESTER PRAIRIE POLICE DEPARTMENT.** At least 30 days prior to the holding of any dance. The person or entity holding the dance shall, in writing, notify the Winsted Lester Prairie Police Department of the date, time and location of any said dance and such other information as the Chief of Police shall request.
5. **SECURITY.** Any public dance is required to have security personnel on duty at its own expense if more than 150 people are anticipated or do attend the dance.

SIGNATURE & CERTIFICATION

I certify that the information provided is true and correct to the best of my knowledge and that the falsification or misrepresentation of information submitted with my application constitutes grounds for denial of the permit. I have fully read and understand the ordinance regarding dance permits and agree to comply with all conditions imposed with the issuance of this permit. If a permit is issued, I agree to remain in conformance with all applicable ordinances, codes, and regulations of the City of Winsted and laws of the State of Minnesota. I further acknowledge that my application fees are non-refundable.

I understand that no liquor shall be served without acquiring the proper permit prior to the event. I also understand that a gambling permit is required for any event where gambling may occur.

By signing this permit application, I agree that the premises may be inspected by the City of Winsted or it's designee, at all reasonable times to ensure compliance with all applicable conditions.

 Printed Name of Applicant

 Signature of Applicant

 Date

**Permit is not valid until approved by the City Council.
 This permit is not transferable to another owner upon the sale or change in occupancy of the property to which it is issued,
 nor is it transferable to another property.**

FOR OFFICE USE ONLY

Date Application Received: _____ Date Paid: _____

Amount Paid: _____ Method of Payment: Cash Card Check _____

Certificate of Insurance Attached, if applicable? Yes No

The following items have been secured and/or confirmed in order to comply with permit regulations, if applicable (outdoor dance).
Check all that apply:

- Waste Storage & Removal Yes No
- Sufficient Parking Available Yes No
- Adequate Security Yes No
- Presence of mini-biff facilities Yes No

Permit Approved/Denied by Police Chief: Approved or Denied Date Permit Issued: _____
Reason for Denial: _____

Permit Approved/Denied by City Council: Approved or Denied Date Permit Issued: _____
Reason for Denial: _____